

DD/A 74-4753

3 December 1974

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Deputy to the DCI for the Intelligence
Community
Deputy to the DCI for the National Intelligence
Officers

SUBJECT : Working Group on Freedom of Information

1. As a follow-through to the briefing presented to addressees on 2 December on Amendments to the Freedom of Information Act, may I ask that you nominate a senior officer to be a member of an Agency working group which will draft necessary policies and procedures in connection with the new responsibilities that are upon us.

2. I need not stress to you the importance of this matter, and I believe it would be gratuitous if I were to describe to you the type of officer we believe necessary. I would point out, however, that it would be helpful to all concerned if your nominee to the working group were also the same individual you will look to to monitor the implementation of the new legislation within your Directorate after it becomes operative on 20 February 1975.

3. It is not possible at this writing to make an estimate of the demands of time on your nominee to the working group. I do suspect, however, they will be more than minimal.

4. I would appreciate receipt of the name of your nominee by Friday, 6 December.

/s/ John F. Blake

John F. Blake
Deputy Director
for
Administration

Distribution:

1 - ea addse

1 - OGC

1 - AC/DDA

1 - DDA Subject

1 - OLC

1 - D/OS

1 - DDA Chrono

1 - JFB Chrono

DD/A/JFBlake:imh

(3 Dec 74)